

CITY OF WHITEWATER
PLAN AND ARCHITECTURAL REVIEW COMMISSION
Whitewater Municipal Building Community Room
February 11, 2019

**ABSTRACTS/SYNOPSIS OF THE ESSENTIAL ELEMENTS OF THE OFFICIAL
ACTIONS OF THE PLAN AND ARCHITECTURAL REVIEW COMMISSION**

Call to order and roll call.

Chairperson Meyer called the meeting of the Plan and Architectural Review Commission to order at 6:00 p.m.

Present: Greg Meyer, Lynn Binnie, Andrew Crone, David Stone, Lisa Dawsey Smith (Alternate).
Absent: Bruce Parker, Sherry Stanek, Tom Miller. Others: Cameron Clapper (City Manager),
Wallace McDonell (City Attorney).

Hearing of Citizen Comments. There were no citizen comments.

Approval of Plan Commission Minutes. There were no minutes available to approve.

**Review Extra-territorial Certified Survey Map for three lots at N510 County Road D for
Ross Walton.**

City Manager Cameron Clapper introduced the proposal for City Planner Chris Munz-Pritchard explaining that this was a preliminary certified survey map for a 2.7 A-3 lot with existing house and farm buildings for sale, a 6 acre nonprime lot combination A-3 residential building site for the Walton's new home and a 2.7 acre more or less A-2 lot for Mr. Walton's shop. The parcels are located in the Town of Cold Spring, Jefferson County, Wisconsin.

Chairperson Meyer opened for public comment.

City Attorney McDonell stated that Plan Commission Member David Stone had asked about the specific technical submittal for a certified survey map. What was submitted is not a certified survey map. David Stone had concerns of moving forward without having a certified survey map. This is an extra-territorial review, Chris Munz-Pritchard accepts this type of information. If the Plan Commission approves, the final approval will be by Chris Munz-Pritchard. The surveyor will get the certified survey map to the City Clerk, Michele Smith, and Michele will check with the Zoning Administrator Chris Munz-Pritchard to make sure the certified survey map is what was approved.

David Stone asked if it was appropriate to ask that the final certified survey map be brought to the Plan Commission before it is approved. This submittal is pretty lax for a survey. We should get a lot more.

Russell Walton explained that the certified survey map needs approvals from the City of Whitewater, Town of Cold Spring and Jefferson County. The applicant does not want to pay a second time for a surveyor to do the CSM.

City Attorney McDonell stated that it is fair to ask for a preliminary/conceptual review or direction from the Plan Commission. When asked what A-3 and A-2 permit on the properties, he stated that the zoning would not allow small lots like a subdivision. It would allow for agricultural and maybe agribusiness type uses.

Plan Commission Member Binnie stated that in reality, extra territorial reviews are generally very mundane. Adjacent property owners have not objected. It is not a subdivision near the City and there are no utilities available. He is comfortable in approving with the planner's report and final approval by City Staff.

Moved by Binnie and seconded by Crone to approve the proposed certified survey map subject to the Planner's recommendations with #2 to read: Final CSM shall be approved by City Staff and recorded with Jefferson County; and # 3. At such time utilities become available the parcel may be required to connect to City Utilities. Aye: Binnie, Crone, Dawsey Smith, Meyer. No: Stone. Motion approved.

Plan Commission Member Crone explained that the certified survey map will clearly identify where lines will be when the final certified survey map is done.

Public hearing for consideration of a conditional use permit (tavern and other places selling alcohol by the drink) for Cozumel Mexican Restaurant of Whitewater, LLC., Jose J. Lopez, Agent, to serve beer and liquor (for a "Class B" Beer and Liquor License) by the bottle or glass at 1139 W. Main Street. Chairperson Meyer opened the public hearing.

City Manager Cameron Clapper introduced the proposal for City Planner Chris Munz-Pritchard. He explained that the conditional use permit runs with the owner and a change in ownership requires the issuance of a new conditional use permit and new/transfer of the alcohol license.

Todd Schluesche, Attorney for Jose Lopez, was present to answer questions. He explained that the Cozumel Restaurant is just changing the agent, everything else will remain the same.

Jose Lopez stated that he has been the manager of the Cozumel Restaurant for 11 years. His brother was the agent, but he is moving on to another restaurant.

Chairperson Meyer opened for public comment. There was no public comment. Chairperson Meyer closed the public comment.

Plan Commission Member Binnie had no difficulties with this change. Moved by Binnie and seconded by Dawsey Smith to move approval of the conditional use permit (tavern and other places selling alcohol by the drink) for Cozumel Mexican Restaurant of Whitewater, LLC., Jose J. Lopez,

Agent, to serve beer and liquor (for a “Class B” Beer and Liquor License) by the bottle or glass at 1139 W. Main Street. Aye: Binnie, Dawsey Smith, Crone, Stone, Meyer. No: None. Motion approved.

Public hearing for consideration of a conditional use permit application for the conversion of a duplex into multifamily, combining the buildings at 361-365 S. Scott and 353 S. Scott to make 8 two-bedroom units to serve both the student and non-student populations for Land and Water Investments, LLC. (Matthew Kuehl). This item was postponed to the March 11, 2019 Plan and Architectural Review Commission meeting by the applicant prior to the meeting.

Information Items:

- a. Possible future agenda items. There were no additional items known at this time.
- b. Next regular Plan Commission Meeting – March 11, 2019.

Moved by Dawsey Smith and seconded by Stone to adjourn. The motion was approved by unanimous voice vote. The meeting adjourned at approximately 6:21 p.m.

Chairperson Greg Meyer